



Mason County TIP-CAP Minutes

Meeting Date: July 18, 2018

Time: 5:30 pm

Location: Mason County Public Works, Conference Room A

Attendance Roster

<u>TIP-CAP Members</u>	<u>Yes/No/Excused</u>	<u>Public Works Staff</u>
Jeff Carey, Co-Chair	E	Loretta Swanson
Mark Carlson, UGA City	E	Kathy Cari
Jack Johnson, Chair	Y	Dave Smith
Pete Butkus, District 2	E	
Philip Wolff, Bicycle/Pedes.	Y	
Mary Jo Cady, Dist. 1	Y	
Don Pogreba, Dist. 3	Y	
Kathy Geist	Y	

Agenda Item 1. – Roll Call

Jack called the meeting to order and completed the roll call.

Agenda Item 2. – Welcome to Guests and their Comments

There were no guests in attendance.

Agenda Item 3. – Minutes and Agenda - Review and Adopt

A *motion* was moved and seconded for the **June 2018 minutes** to be approved. All were in favor.

Motion passed.

A *motion* was moved and seconded to approve tonight's **Agenda**. All were in favor. ***Motion passed.***

Agenda Item 4. - Guests Presentations

No guests in attendance.

Agenda Item 5. – Old Business Outreach Planning

(a) Chip Seal Report (moved to August meeting)

Loretta said Public Works was tasked with a request from TIP-CAP to contact Granite, Inc to obtain their costs for chip and a cape seals, and learn more about both including pros and cons of each application. TIP-CAP also wanted a cost comparison between Public Works and a private contractor doing the same work. As Chip Seal is in progress now, Loretta requested to report in August after 2018 chip seal costs can be used.

Jack saw that Kitsap County was doing another type of surfacing road work that was different than both chip seal and cape seal. It was more of an epoxy spread that he saw being applied near Gold Mountain Golf Course. Loretta will ask Sarah if she knew what the application might be.

(b) Letter to WSDOT Summarizing Public Meeting Comments

During the TIP-CAP community outreach meetings, there were numerous comments about needed improvements to State highways. TIP-CAP members expressed their desire to communicate those comments to WSDOT. Jack inquired as to whether the comments are all from the same region and Loretta replied that it was all Olympic Region and the comments would go to the Olympic region Director. The Director would then send the comments out to the sections of WSDOT that pertain to them such as safety issues, maintenance issues, and traffic or mobility issues. Jack asked if someone was going to draft that document up so TIP-CAP can take a look at it, and Loretta said yes it will be drawn up and a draft be given to TIP-CAP. Loretta will try to have it complete by the next TIP-CAP meeting.

Agenda Item 6. – Public Works Personnel Update

Loretta reported that John Huestis left his position as County Engineer to take a position with Oregon Department of Transportation. The position is currently open for applicants and Director Jerry Hauth will serve as the acting County Engineer in the interim. The Finance Manager also recently resigned and a current Public Works employee, Merrilee Kenyon, accepted an offer to become the Public Works Finance Manager. One of our engineers accepted another job leaving our Engineering and Construction team a bit short-handed during construction season. And finally, Public Works will be hiring a new Road Log Manager as Chuck Greninger is retiring this fall.

Agenda Item 7. – Mason County report on FBRB Grant Application

Public Works is asking the Board for their approval to submit a grant application to the Fish Barrier Removal Board (FBRB). Loretta would like to share TIP-CAP's recommendation with the Board prior to their decision. She shared a copy of the proposal and outline of how the FBRB prioritize projects which are then approved by the Legislature.

Jack asked how they rate projects. Loretta said this funding source is all about removing fish barriers and restoring endangered species. She spoke of the criteria used to prioritize projects including how much upstream habitat is gained, species utilization, proximity to other barriers or other projects, and overall project cost compared to benefits. Kathy asked what Loretta wants from TIP-CAP for this submittal of a grant application. Loretta replied the BOCC would like to know if TIP-CAP supports this grant application or not?

A motion was moved and seconded for TIP-CAP to support this grant application. ***Motion passed.***

Agenda Item 8. – Mason County Draft 6–Year TIP

Loretta recapped that last year Jerry asked TIP-CAP if they would like to present the 6-Year TIP in a manner similar to the “book” that was prepared several years ago. TIP-CAP liked the idea and John Huestis ran with it when he came on board as county engineer. Public Works found a good example from Thurston County who were very helpful in sharing their experience and templates. Merrilee Kenyon, Sarah Grice and John then worked to fill in various sections of the updated 6-Year “book”.

While not entirely complete, Loretta said she wants to share progress to date with TIP-CAP, and gather input and suggestions. Loretta handed out a draft of Transportation Improvement 2019-2024 project book. She went over the book and invited comment from members.

Don clarified that Mason County projects will be plugged into the book, seeing there were some Thurston projects. Loretta said yes. Mary Jo asked if the Bridge Report will be attached. Loretta said it would. The current Bridge Report will be included in Chapter 6.

Phil added he likes the page that diagrams Road Fund projected revenues. Regarding revenue, Jack asked if Mason County receives revenue from trucking. Loretta said no. He felt that there should be a trucking fee to the County and described fees collected for the State that could be distributed to counties. Don asked how it would be tracked. Jack wasn’t sure but said county mileage could be calculated. He feels it is something we should get an answer to. Loretta said some jurisdictions use a haul agreement to collect fees for truck impacts to county roads. Phil added that Jerry Hauth went for funding for “freight mobility” back a few years ago.

Don asked how the diversion is identified in the document so it is clear a portion of the road fund levy is “diverted” to the Sheriff for traffic operations. Loretta wasn’t sure but will check to see how Thurston County addressed this.

The TIP-CAP members really liked the format and see it being very valuable. They were happy to see it come back to life again. The pictures were great and think it will be useful for incorporating into their Power Point presentation used for the community outreach. Loretta asked the group to look over the DRAFT 6-Year TIP and see if you think the priorities are okay, identify any missing projects, or whether priorities should be changed.

Agenda Item 9. - New Business & Special projects for & from TIPCAP Members

Mary Jo had a question for residents over by Wooten Lake. They were concerned about the stakes and paint lines in the road. Loretta speculated it may be in preparation for chip seal as those roads are on the 2018 list.

Agenda Item 10. - Close meeting

After no further business, *a motion* was moved and seconded to adjourn. All were in favor and *motion passed*.

**Next TIP-CAP Meeting:
Aug 15, 2018 - 5:30 p.m. (rescheduled from 8/8/18)
Public Works Conference Room**